



Policy Accommodations	Replaces former policy:
	<input type="checkbox"/> Title: <input checked="" type="checkbox"/> N/A
	Date Effective: 2026-04-08
	Last Update: 2026-04-08
Contact: Chris Smerdon – Director, Licensure	

Policy Statement

The College of Health and Care Professionals of British Columbia (CHCPBC) is committed to equitable access and provides reasonable accommodations for candidates participating in Examinations and assessments.

Candidates seeking accommodation must submit a completed Request for Accommodations form, including all required supporting documentation, by the deadline specified for the applicable Examination or assessment, as published on the CHCPBC website.

Accommodation requests are reviewed on an individual basis to address barriers that may affect an individual’s ability to demonstrate competence, without compromising the integrity, validity, reliability, or security of Examinations and assessments, or CHCPBC’s responsibility to protect the public.

Accommodation decisions are made by at least two College staff, with external consultation for complex cases. Decisions are made in accordance with the BC Human Rights Code and the Freedom of Information and Protection of Privacy Act. A decision may be one of:

- a. Denial of accommodation
- b. Granting of accommodation
- c. Granting of accommodation with modification

Candidates who are denied an accommodation may submit a new request with additional supporting documentation.

Requests for accommodations in no way inform or influence decisions on future licensure applications. Documentation is separate from application documentation and has a shorter retention period, in alignment with CHCPBC’s Records and Information Management policy.

1. Policy Rationale and Purpose

Examinations and assessments play a critical role in determining eligibility for licensure,



removal of limits or conditions, and substantial equivalency pathways. CHCPBC recognizes that standardized assessment conditions may create barriers for some candidates.

This policy establishes an accommodation process for College Examinations and assessments.

2. Policy Scope

This policy applies to candidates for the following Examinations or assessments:

- Dietetics - Assessment for Substantial Equivalence (Knowledge Assessment and Practical Assessment Interview)
- Hearing Instrument Dispensing (HID) – HID Practical Examination
- Psychology - Examination for Professional Practice in Psychology (EPPP)
- Psychology - Oral Examination
- School Psychology - Readiness for Practice Examination (RPE)

This policy does not apply to Examinations or assessments administered by external bodies or testing agencies where CHCPBC is not involved in accommodations approval.

3. Duties and Responsibilities

Licensure Team Members

Licensure Team members:

- support the timely review of candidate accommodation requests
- provide accurate and relevant supporting information to candidates where required
- support the provision of the accommodation to reduce barriers wherever possible
- promote a culture of fairness, and non-discrimination in all activities

Licensure Managers and Director

Licensure Managers and the Director make decisions about accommodations and support consistent and equitable implementation of this policy; ensure appropriate resources and training are available to support processes; and ensure documentation and decision-making are complete, consistent, and defensible.

Registrar

The Registrar is responsible for accommodations outcomes and may delegate this authority as permitted.

Deputy Registrar

The Deputy Registrar supports the Registrar in the administration and oversight of accommodation processes; reviews complex or escalated accommodation requests, as delegated; provides strategic oversight of accommodation practices across regulatory functions; and monitors systemic issues or trends related to accommodation requests and equity considerations.



4. Legal and Regulatory Authority

This policy is linked to the following legislation and regulatory documents:

- Health Professions and Occupations Act, s. 14 and 15
- CHCPBC Bylaws 6.17 and 6.18(c)
- BC Human Rights Code

5. Other Relevant Policies and Documents

This policy is linked to the following other relevant policies and documents:

- Privacy Policy
- Records and Information Management Policy
- Record Retention Schedule
- Request for Accommodations form (in development)

6. Key Partnerships

Key partnerships include

- Nexam Solution
- Association of State and Provincial Psychology Boards

7. Definitions

Accommodation is a reasonable modification to standard assessment conditions that reduces or removes barriers preventing an applicant or licensee from demonstrating competence, without altering the essential nature of the assessment.

8. Process Check

The following documents have been consulted and applied to this policy.

- Policy Development Framework (required)
- Anti-Discrimination Measures (S14/15 HPOA) (required if applicable)
- Health Standards Organization BC Cultural Safety and Humility Standard policy best practices (required if applicable)
- Safe Spaces Playbook (required if applicable)
- In Plain Sight Report and Recommendations (required if applicable)

9. Resources/References

None identified at this time.



Reviewed by the Board on: Select date		<input checked="" type="checkbox"/> N/A
Reviewed by the Registrar/Deputy Registrar on: Select date		<input type="checkbox"/> N/A
Date Approved Select date	Approved By <input type="checkbox"/> Board <input checked="" type="checkbox"/> Committee (<i>Licence Committee</i>) OR Name <i>Full Name</i> Title <i>Title</i>	
Date Effective 2026-04-02	Revision history	Last Updated: Select date
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Drafted by: Name <i>Licensure Policy Team</i>		